



# BANDARANAIKE CENTRE FOR INTERNATIONAL STUDIES

## Academic Programmes

Academic Year .....

*For office use: Student Registration No.*

[Colour  
photo]

### APPLICATION FOR ENROLLMENT

*(Please use block capitals)*

**Programmes applied for:**

	Postgraduate Diploma in International Relations
	Higher Diploma in International Relations
	Diploma in International Relations (Weekday)
	Diploma in International Relations (Weekend)
	Certificate Course in International Relations

1. Full Name: *(as it should appear on the Certificate)* *(Please underline Surname)*  
 Rev./Dr./Mr./Mrs./Miss.....  
 .....
  2. Name with Initials: .....
  3. Nationality: .....
  4. National Identity Card No: .....
  5. Date of Birth: .....
  6. Permanent Address:  
 .....  
 .....
- Tel.: Land line: ..... Mobile: .....
- Fax: ..... e-mail: .....

7. Employment Details: *(state the present or most recent employment)*

Place of work, full address and the contact phone number	Period worked		Designation
	From (D/M/Y)	To (D/M/Y)	

8. Educational Qualifications:

8.1 G.C.E. (O/L) *(give details)*

.....

.....

8.2 G.C.E. (A/L)

<u>Subject</u>	<u>Grade</u>
.....	.....
.....	.....
.....	.....
.....	.....

Z-Score *(compulsory)*: .....

8.3 Higher Education:

Name of the Institution	State whether Degree, Diploma or Certificate course and the subject/s offered

9. Have you followed any academic programme conducted by the BCIS? If so, indicate briefly;

.....

.....  
Date

Signature of Applicant

-----*For office use only*-----

Receipt No:

Unique No:

Documents attached:

- |   |  |
|---|--|
| <input type="checkbox"/> One (01) Passport-sized colour photo | <input type="checkbox"/> Copy of National Identity Card/Passport |
| <input type="checkbox"/> Copy of Birth Certificate            | <input type="checkbox"/> Copy of GCE O/L Certificate             |
| <input type="checkbox"/> Copy of GCE A/L Certificate          | <input type="checkbox"/> Professional Qualifications             |
| <input type="checkbox"/> Copy of Degree Certificate           |  |

.....  
Date

.....  
Programme Officer

## IMPORTANT INFORMATION FOR APPLICANTS

A new, **one-step procedure** has been adopted to make applying and registering for our courses as convenient as possible. When you have completed the application form, please submit it by hand.

Please prepare the following registration requirements to bring with you during your visit:

### 1. Course fee:

- Certificate course in IR - Rs. 51,275/= - (Duration – 04 months)
- Diploma course in IR - Rs. 82,025/= - (Duration – 06 months)
- Diploma course in IR (Weekend) - Rs. 82,025/= - (Duration – 08 months)
- Higher Diploma course in IR - Rs. 128,150/= - (Duration – 18 months)
- Postgraduate Diploma course in IR - Rs. 153,775/ - (Duration – 24 months)

### 2. Examination fee:

- Diploma course in IR - Rs.1000/=
- Higher Diploma course in IR - Rs.4000/=
- Postgraduate Diploma course in IR - Rs.4000/=

**(A non-refundable registration fee of Rs. 1000/= will be levied for each above mentioned level)**

### 3. One passport-sized colour photograph

### 4. Certified copies of your,

- National Identity Card (front & back)
- Certificate of Birth
- Educational Qualifications
- Professional Qualifications
- Service certificates (only if applicable)

## **Bandaranaike Centre for International Studies (BCIS)**

**BMICH, Bauddhaloka Mawatha, Colombo 07**

**Tel: 0112-687118/0112-698019**

**Hotline: 071-7970271**

**Fax: 0112-691176**

**Email: [ird@bcis.edu.lk](mailto:ird@bcis.edu.lk)**

**Web: [www.bcis.edu.lk](http://www.bcis.edu.lk)**

Office Hours: Tuesday to Friday - 09.00 a.m. – 04.00 p.m.  
Saturday - 08.30 a.m. – 04.00 p.m

Office Hours (Accounts Division): Tuesday to Friday - 08.30 a.m. – 04.00 p.m.  
Saturday - 08.30 a.m. – 04.00 p.m